

**CONFIDENTIAL**

*Bldg 3-1  
29 March 63  
Bldg 3 (General)*

MEMORANDUM FOR: Executive Director

SUBJECT : Nominations for the Fine Arts Commission

REFERENCE : Action Memo No. A-202, dtd 20 March 1963, subj:  
Establishment of a Fine Arts Commission - DD/S 63-1136

1. The Office of Personnel has reviewed the qualifications register of Agency employees and, I understand, has furnished the Chairman of the Fine Arts Commission with profiles of several people who have recorded qualifications in the Fine Arts. In addition, I believe you have indicated it would be appropriate to suggest persons whose qualifications may be somewhat less formal but who are interested personally in various forms of artistic expression. I offer, therefore, the following names for your consideration:

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- Automatic Data Processing Staff
- Automatic Data Processing Staff
- Office of Training
- Medical Staff
- Office of Personnel

2. I am not aware that these people have formally recorded professional qualifications in the Fine Arts. Each, however, has a reputation for having a fine artistic sense and discerning eye for the judgment of art form and color. Their artistic expression for the most part has been demonstrated only in their private lives through interior and exterior home decoration.

*131*  
H. Gates Lloyd

Acting Deputy Director  
(Support)

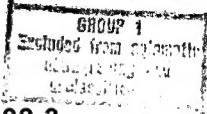
EA-DD/S:RBF:maq (28 Mar 63)

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## OFFICE OF THE DIRECTOR

Action Memorandum No. A-202

Date 20 MAY 1968

TO : DDS DDP IG COMPTROLLER  
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SUBJECT : Establishment of a Fine Arts Commission

REFERENCE:

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1. Since moving into the new building, many of us have been aware of the need for the interior decoration of the building to be more in accordance with the fine exterior appearance, the need for a warmer atmosphere and the development of a comprehensive and continuing program to insure that these needs are imaginatively met.

2. A Fine Arts Commission has been authorized to serve in an advisory capacity to the Executive Director (on behalf of the Director and the Deputy Director) so that he can initiate actions to fulfill our needs. It is expected that the Commission will, among other matters, immediately concern itself with advising on the selection of the colors of paint for the walls of corridors and offices; on the selection, framing, and hanging of pictures; and on the development, location, and display of exhibits.

3. I would appreciate your nomination of at least three individuals under your supervision who, you believe, would be especially well qualified to serve on such a commission so that membership might be selected from our best-qualified people. Members of the commission will serve in addition to their normal duties. It is not anticipated that the work of the Commission will require an unreasonable amount of time, as their recommendations will be staffed out to the appropriate action component. Although

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SUSPENSE DATE: 29 March

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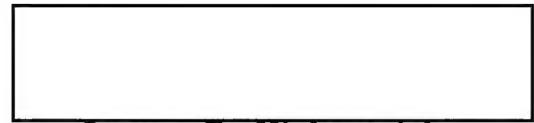
it is difficult to establish precise criteria for membership, the following factors may be helpful in your selection of nominees:

- (a) Willingness and desire to contribute time and attention to the work of the Commission.
- (b) Interest and capability in artistic expression.
- (c) A fine judgment in discerning art form.

It is not intended necessarily to select one from each of the Deputy Director's offices although, other things being equal, this would probably be desirable.

4. May I have your nominations along with a brief description of their qualifications by 29 March.

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Lyman B. Kirkpatrick  
EXECUTIVE DIRECTOR

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cc [redacted] Chairman

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